

## JTA Version 4.0, Draft 1 – Change Request Submission Template

Sponsor & Number	JTA Version	JTA Section	Change Request and Suggested Revision	Rationale	Subgroup Recommended Action	JTADG Approval Action	From Whom? (Author)	Sent by (Component Rep, etc.)
YOUR 1	4.0 D1	2.4	Add standard XYZ as emerging.	Rationale...				
YOUR 2	4.0 D1	2.2.3	Standard XYZ is required for interoperability.	Justification ...				
YOUR 3	4.0 D1	9.2.2.3	Standard XYZ dependent on standard ABC in JTA paragraph 2.2.3					
YOUR 4	4.0 D1	11.2.3.1.1	Add standard XYZ as emerging for this domain					

### How to Use Change Request Submission Template:

- **Sponsor & Number:** Use official JTADG sponsoring organization name (acronym preferred) and a unique sequential number for each Change Request. If your organization has submitted Change Requests on previous versions of the JTA, please assign the next sequential number from the last submission, rather than starting over with number one (1).
- **JTA Version:** Use “4.0 D1” to reflect Version 4.0, Draft 1.
- **JTA Section:** The entries in this field must contain the appropriate paragraph number from the JTA document. This is the only information to be included in this field.
- **Change Request and Suggested Revision:** Enter your Change Request and suggested revision. Submit only one Change Request per line. Be specific!
- **Rationale:** Enter specific rationale for recommendation.
- **Subgroup Recommended Action:** Do not fill in this section.
- **JTADG Approval Action:** Do not fill in this section.
- **From Whom?:** Name and organization of Change Request’s author.
- **Sent by:** Name and email address of JTADG Component Representative submitting Change Requests.

E-mail completed Change Request templates to [jta-comment@www.disa.mil](mailto:jta-comment@www.disa.mil) in Word 97 zipped format by 14 January 2000.